

FILE

*Personal* 14

Deputy Director for Support  
7 D-26 Headquarters

22 MAY 1967

STAT

Executive Director  
7 D-59 Headquarters

*D/Pers.*

*5/22 5/25 5/27*

We have gone over this matter quite carefully and feel that the revision of the PHS achieves a nice balance between that information we feel necessary for investigative purposes and at the same time complying to the degree possible with the Civil Service Commission's position on questions in the area of arrests and court-martials. I ask your approval to proceed and revise our PHS with these changes. This is somewhat urgent as our stock of PHS forms is getting quite low and we must re-order a new supply.

Mr. Echols talked to Kimbel Johnson of the CSC and the substance of that meeting is reflected in Mr. Echols' attached memorandum. It was not considered necessary that we inform the CSC of our course of action as we can consider the meeting with Johnson as satisfying of this relationship.

*OK*  
*FLKW*  
SIGNED R. L. Bannerman

R. L. Bannerman

(1)

Att: Memo dtd 18 May 67 for  
DD/S fr D/Pers, subj:  
Revision of CIA Personal  
History Statement (DD/S 67-2667)

(2) Memo for the Record fr  
Emmett D. Echols, dtd 10 May,

DD/S:RLB:ksd (22 May 67)

Approved For Release 2002/08/15 : CIA-RDP84-00780R001800170003-4

Distribution:

Orig - Adse w/O DD/S 67-2667 w/atts and cpy DD/S 67-2489

\* - DD/S Subject w/ccy DD/S 67-2667 w/atts

1 - DD/S Chrono

SIGNED H. F. ROBERTSON

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Truman =  
Where is Echols'  
memo of his  
meeting with  
Johnson?

~~13~~

22 May

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TRANSMISSION SLIP		DATE 10 Dec 1967
TO: Mr. Bannerman via Mr. Wayfield		
ROOM NO.	BUILDING	
REMARKS:		
Recommend your signature.		
 WFV		
<i>Ernest is a good soldier. I don't think he really believes this.</i>		
FROM:		
ROOM NO.	BUILDING	EXTENSION

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UNCLASSIFIED		CONFIDENTIAL		SECRET	
<p align="center"><b>CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP</b></p>					
TO	NAME AND ADDRESS		DATE	INITIALS	
1	Deputy Director for Support 7D18 HQ				
2					
3	Director of Personnel 5E56 HQ				
4					
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
<p><b>Remarks:</b></p> <p><i>I have coordinated this with Howard Osborn + he concurs. Please note that in addition to dropping the word "unfavorable" we have also added "special" court martial on the grounds that the list of offenses covered by special CM is quite significant.</i></p>					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.					
Director of Personnel 5E56		[Signature]		DATE 18 MAY 1967	
UNCLASSIFIED		CONFIDENTIAL		SECRET	

D.D/S 67-2667  
18 MAY 1971

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Revision of CIA Personal History Statement

1. This memorandum submits a recommendation for your approval; this recommendation is contained in paragraph 3.
2. In order to conform as closely to FPM Letter No. 731-2 and the language used in the revised Civil Service Form 57, we have studied carefully the desirability of revising the items on our Personal History Statement which relate to arrests, court martials and other possible derogatory elements. We have concluded that a revision of Section XXIV can be accomplished without affecting to any great extent our acquisition of essential information.
3. With this in mind we have revised our wording of Form 444, Personal History Statement (Tab A). The essential differences between our revision and the revised wording of Standard Form 57 are as follows:
  - a. The CIA PHS has no minimum age limit in the arrest question (Item 10) whereas the revised wording in Standard Form 57 raises the age minimum to 21. We have found in recent years an increasing number of cases in which applicants have committed serious offenses while under age 21. Use of narcotics, LSD drugs, and automobile thefts are examples. Convictions at any age for serious offenses are considered important information in our screening processes.
  - b. Revised CIA PHS requests information concerning special as well as general court martial (Item 11). Standard Form 57 (Item 38) asks only for information concerning a general court martial. A special court may adjudge penalties such as bad conduct discharge, and up to six months confinement. Included among the offenses that subjects one to a special court martial are assault with battery, minor thefts or minor larceny, unlawful entry, impersonating an officer without intent to defraud, and absence without leave for a relatively long period of time. We believe a history of such offenses is meaningful in our security evaluation of applicants.
  - c. The revised PHS (Item 12) requests information concerning any incidents which may be discovered in subsequent investigation and which the applicant may desire to explain. Our present PHS does not leave the decision up to the applicant and uses the word unfavorable. Standard Form 57 does not have a comparable question. We have found that the majority of applicants are eager to resolve any suitability questions at the earliest possible phase in the processing of their applications and we believe that most will continue to provide such information. The revised wording of our form permits him to withhold such information, of course, if he desires to do so.

SUBJECT: Revision of CIA Personal History Statement

Tab B is the wording used at this time in our Personal History Statement.

3. It is recommended that you approve the revised wording of CIA Form 444, Personal History Statement, as set forth in Tab A.

/s/ Emmett D. Echols  
Emmett D. Echols  
Director of Personnel

Atts.

The recommendation in paragraph 3 is approved.

SIGNED R. L. Bannerman

26 MAY 1967

R. L. Bannerman  
Deputy Director  
for Support

Date

Distribution:

- 0 - Return to D/Pers
- ✓ - DD/S
- 2 - D/Pers (1 w/held)
- 1 - RAO/OP

OD/Pers/  sac (18 May 67)

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REVISED WORDING OF FORM 444,  
PERSONAL HISTORY STATEMENT

Item XXIV (Personal Declarations)

NOTE SPECIAL If your answer is "yes" to the following questions  
INSTRUCTIONS 10, 11, or 12, provide the information requested  
for each question on a separate, signed sheet and  
attach the sheet to this form in a sealed envelope.

10. Have you ever been convicted in the U. S. or abroad of an offense against the law or forfeited collateral, or are you now under charges for any offense against the law? (You may omit traffic violations for which you paid a fine of \$30.00 or less.) If so, state name of court, city, state, country, date, nature of offense, and disposition of case in accordance with special instructions above.
11. While in the military service, were you ever convicted by special or general court martial? If so, describe incident(s) and provide date(s) of occurrence on a separate sheet in accordance with instructions above.
12. Are there any incidents in your life (not mentioned above) which may be discovered in subsequent investigation, whether you were directly involved or not, which you desire to explain. If so, describe incident(s) and provide date(s) of occurrence(s) on separate sheet in accordance with special instructions above.

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**PRESENT WORDING OF FORM 444,  
PERSONAL HISTORY STATEMENT**

**Item XXIV (Personal Declarations)**

**NOTE SPECIAL** If your answer is "yes" to the following questions  
**INSTRUCTIONS** 10, 11 or 12, provide the information requested for  
each question on a separate, signed sheet and attach  
the sheet to this form in a sealed envelope.

10. Have you, or to your knowledge has your spouse, ever been detained, arrested, indicted, or convicted for any violation of the law other than a minor traffic violation (in which the fine was less than \$25.00) in the U. S. or abroad? If so, state name of court, city, state, country, date, nature of offense and disposition of case in accordance with special instructions above.
11. Have you ever been arrested, court martialed or otherwise punished under military law or regulation? If so, describe incidents and provide date(s) of occurrence on a separate sheet in accordance with instructions above.
12. Are there any incidents in your life (unfavorable) not mentioned above which may be discovered in subsequent investigation, whether you were directly involved or not, which may require explanation? If so, describe incident(s) and provide date(s) of occurrence on separate sheet in accordance with special instructions above.

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<b>TRANSMITTAL SLIP</b>		
26 May 1967		
<b>TO:</b> Mr. Bannerman		
<b>ROOM NO.</b>	<b>BUILDING</b>	
<b>REMARKS:</b>  Col. White has approved the suggested changes to the PHS, section XXIV. We have informally advised [ ] of this fact so that they may be prepared to take action on printing the new PHS.  Recommend your approval of Mr. Echols' basic paper.   RBW		
<b>FROM:</b>		
<b>ROOM NO.</b>	<b>BUILDING</b>	<b>EXTENSION</b>

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